Licensee Performance Requirements
DSF^{2}™
Licensed Service

1.0 GENERAL

1.1 There are 145 million confirmed mail delivery points in the United States today. DSF^{2}™ identifies whether a ZIP+4$^{®}$ coded address is currently represented in the USPS$^{®}$ delivery point file as a valid delivery. This product will derive other address attributes through the use of individual tables listed in 4.5. Address attributes are specifically considered to include: Seasonal indicator, Vacant indicator, Delivery mode type indicator, Residential indicator, Business indicator, Drop indicator, Drop count Locatable Address Conversion System(LACS) indicator, No-stats indicator and Address throwback indicator. A CASS-Certified™ ZIP+4 address-matching product matches and standardizes addresses within a range of valid addresses. Incorporating DSF^{2} with the ZIP+4 system takes it one step further and validates the coded address as a confirmed USPS delivery. Utilization of DSF^{2} allows users to confirm valid deliverable addresses as well as identify potential addressing issues that may cause problems with delivery. Correcting potential addressing issues can reduce the number of undeliverable-as-addressed (UAA) pieces, which in turn will result in more efficient mail processing and delivery.

1.2 All requirements and specifications contained within the License Agreement, the most current version of this document, and the most current version of the Interface Developers Guide shall apply to the use of the DSF^{2} process unless explicitly allowed, prohibited, or modified by USPS in writing.

2.0 PURPOSE

2.1 The purpose of these performance requirements is to enhance the processing and delivery of mail and provide mutual cost reduction opportunities through improved efficiency by ensuring USPS customers have access to the following address list services:

- Acceptable standardization and address matching services
- Detection of undeliverable addresses (excluding change of address)
- Delivery sequence information for existing addresses in the mailer's file
- Address-level attributes

2.2 Another purpose of these performance requirements is to establish standard performance and service criteria for DSF^{2} Licensed Service providers.

3.0 PRODUCT DESCRIPTION and DEFINITION

3.1 DSF^{2} utilizes what are referred to as hash tables, or binary data tables that include representations of known addresses and address attributes. The input to the DSF^{2} process is in the form of a 9-digit ZIP+4 Code and a parsed address. The hash tables are secure data sets that will only provide "Y", "D", "S", "N", or blank answers, (e.g., "Does USPS deliver mail to 123 Main St?").

Y	=	Address was DPV confirmed for both primary and secondary (if present) numbers.
D	=	Address was DPV confirmed for the primary number only. Secondary number information was missing.
S	=	Address was DPV confirmed for the primary number only. Secondary number information was present but unconfirmed.
N	=	Both primary and secondary (if present) number information failed to DPV confirm.
Blank	=	Address was not presented to the hash table.

No new information is provided from the use of the DSF^{2} data, (e.g., "Who lives at 123 Main St?").

3.2   The base DSF^{2} hash tables are about 500 MB and require extensive programming by the Licensee to interface with ZIP+4 matching software. In addition to the base DSF^{2} hash table, there are 15 separate hash tables used to return various address attributes. The eLOT™ product and the Delivery Statistics product are also needed to perform the DSF^{2} Licensed Service. Each Licensee shall be responsible for integrating the DSF^{2} table, the address attribute tables, eLOT, and Delivery Statistics data sets used in fulfillment of the DSF^{2} Licensed Service.

4.0   <u>GENERAL REQUIREMENTS</u>

4.1   Licensees seeking DSF^{2} certification must comply with all requirements, specifications, and report formats contained within the DSF^{2} License Agreement, the DSF^{2} License Performance Requirements, and the most current version of the DSF^{2} Interface Developers Guide. Specifications and requirements within these documents shall be considered valid unless exceptions are explicitly allowed by USPS in writing.

4.2   A Licensee or software developer writing an interface to DSF^{2} hash tables must first ensure the address list is processed through USPS CASS-Certified software to obtain a 9-digit ZIP Code™ and a parsed address immediately prior to the validation process. The DSF^{2} process only validates delivery; it cannot assign a ZIP+4 Code, nor will it respond to a non-ZIP+4 coded address. The Licensee is expected to maintain the current performance standard required for CASS certification as defined within the most current CASS cycle. The interface must be reviewed, tested, and approved by USPS prior to any actual DSF^{2} processing occurring in a production environment to ensure all license requirements are met. After review, USPS will provide the Licensee with written approval or rejection of the proposed interface system.

4.3   The DSF^{2} Licensee's matching software must adhere to specific USPS directions regarding the services as well as to the matching rules and specifications herein. Licensees must obtain CASS certification for ZIP+4 processing prior to DSF^{2} licensing. In addition, Licensees will be tested periodically using a test address file similar to CASS. CASS is an existing USPS certification process available to all commercial firms.

4.4   The Licensee is responsible for providing all necessary interface software.

4.5   Product fulfillment will be directly to the Licensee on CD-ROM media. CD1 contains the base DSF^{2} table, the False-Positive table, the CMRA table, the LCD look up table, and the Month.dat file for the product date. CD2 contains thirteen additional tables: Drop, Business, Throwback, Seasonal, Seasonal/Educational, Vacant, Curb, NDCBU, Central, Door Slot, No-Stat, LACS indicator, Drop Count, and Month.dat. Other required products, including the eLOT product and the Delivery Statistics shall be provided separately. Licensee shall be capable of processing CD-ROM media to obtain the various data sets and product files.

4.6   The Licensee shall not export the DSF^{2} product outside the boundaries of the United States of America or its territories without prior written approval of USPS.

4.7   In conjunction with services to be performed as a Licensee of USPS, the Licensee agrees that any and all data, source code, or information received from USPS or otherwise obtained or developed in the course of, or as the result of, the performance of such services shall:

4.7.1   be kept in strict confidence and shall not be disclosed in any manner to any organization (including professional societies) other than USPS until released of such obligation by the contracting officer in writing, and

4.7.2   when in the Licensee's possession, be provided with adequate physical, technical and administrative safeguards to prevent unauthorized access, disclosure, misuse, or attention.

4.8   Customer education shall be the Licensee's responsibility. The Licensee will establish and manage a customer service group to provide assistance to all customers requesting technical information. Customers coming to USPS for information will be provided a list of Licensees authorized to provide the services. The Licensee will ensure its customers understand the DSF² process and interface. The Licensee must provide a DSF² product brochure to each customer who wishes to use the service. The brochures will be provided and updated at the Licensee's expense. All proposed brochures must be approved by USPS as specified in the License Agreement.

4.9   If operating on a network, the interface system must be in an environment both physically and electronically secure to prevent unauthorized use.

4.10   Monthly updates to the DSF² data sets (hash tables) will be provided via CD to the Licensee. The Licensee shall incorporate updated DSF² tables immediately within three (3) business days of receipt. The Licensee shall utilize a monthly release of the ZIP+4 product, incorporating use within three (3) business days of receipt. The Licensee shall coordinate the update of DSF² tables, eLOT, and the Delivery Statistics File with the equivalent monthly release of the ZIP+4 File. The Licensees will synchronize the ZIP+4 product with the DSF² updates to provide the best up-to-date addresses and attribute data.

4.11   Copies of this document and any new updates to the License Agreement or the Certification Procedures will be posted on the RIBBS website at http://www.ribbs.usps.gov/files/DSF2/

5.0   <u>SPECIFIC REQUIREMENTS</u>

5.1   The Licensee shall develop a statistics capture program to collect processing data associated with the performance of the DSF² Licensed Service. This program will capture as a minimum the items identified in the Statistics Report File layout shown in Figure 1. DSF² Licensees shall ensure that every address attribute table is logically probed to establish every applicable address attribute for each processed record. This shall occur regardless of whether the address attributes were requested by the customer and shall be reported in the Statistics Record for each processing run.

5.2   The statistics must be completed during each run. The Licensee will collect all statistic files from all runs and submit them to USPS monthly.

5.3   There are minimum volumes of records/addresses that the Licensees will be expected to process. Each year the minimum processing volumes will be established for each Licensee according to USPS requirements.

5.4   DSF² Licensed Service providers must perform at least 51 percent of their list processing on behalf of commercial customers and must limit processing of their own lists to no more than 49 percent of the total usage. In addition, providers must report any occurrences when the DSF² and ZIP+4 match rate percentages have differences greater than 49 percent to DSF2Stop@usps.gov

5.5   Licensees will provide footnotes identified in Figure 2 to their customers.

5.6   The Licensee-developed statistics capture program must include a customer number assigned by the Licensee. The customer number will consist of a unique four-digit number followed by the date (ddmmyyyy) of processing. Multiple customers in the same company shall have unique customer numbers.

5.7 Monthly, the Licensee shall forward to USPS the required statistics file containing the summary of processing statistics performed by customer during the previous month. The file must be named using the following naming convention: (Licensee Number) (mmyy).dat (e.g. 12340201.dat). This file shall be submitted to USPS on diskette or via file transfer protocol (ftp) within three (3) business days of the first of each month.

5.8 The monthly reports begin on the first of the month and terminate after the last day of month. The reports must be submitted within three (3) business days after the first of each month to:

DSF^2 Licensed Service Dept
National Customer Support Center
United States Postal Service
6060 Primacy Pkwy STE 201
Memphis TN 38188-0001

5.9 Per paragraph 13.3 in the License Agreement, DSF^2 shall not be used to facilitate the artificial creation of address lists. To detect conditions when address records appear to be the result of artificial manufacture and not legitimately obtained addresses, a table of artificially manufactured addresses is provided as part of the DSF^2 System. These addresses reside in the False Positive table (dph.hsf). For each negative response that occurs in a query of the DPV hash table (dph.hsa), a query must be made to the False Positive table. Any time an address encounters a hit in the False Positive table, the Licensee should continue processing, but must notify USPS of the customer's name and address (using the following file layout) and shall withhold update to the customer until approval from USPS is provided. The Licensee must maintain the address list until official notification has been made by USPS to continue or refuse the update to the customer. The Licensee must transfer a file containing the affected addresses from each address list to **Dsf2stop@usps.gov**

DSF² FALSE POSITIVE HEADER RECORD

FIELD REFERENCE NUMBERS	FIELD DESCRIPTION	LOGICAL LENGTH	RELATIVE POSITION FROM/THRU	CONTENT NOTES
1	MAILER'S COMPANY NAME	40	01– 40	
2	MAILER'S ADDRESS LINE	58	41– 98	
3	MAILER'S CITY NAME	28	99–126	
4	MAILER'S STATE NAME	02	127–128	
5	MAILER'S 9DIGIT ZIP	09	129–137	
6	TOTAL RECORDS PROCESSED	09	138–146	
7	TOTAL RECORDS DPV MATCHED	09	147–155	
8	% MATCH RATE TO DSF2	09	156–164	
9	% MATCH RATE TO ZIP+4	09	165–173	
10	NUMBER OF ZIP CODES ON FILE	05	174–178	
11	NUMBER OF FALSE POSITIVES	02	179–180	

DSF² FALSE POSITIVE RECORD

FIELD REFERENCE NUMBERS	FIELD DESCRIPTION	LOGICAL LENGTH	RELATIVE POSITION FROM/THRU	CONTENT NOTES
1	STREET PRE-DIRECTIONAL	02	01– 02	
2	STREET NAME	28	03– 30	
3	STREET SUFFIX ABBR	04	31– 34	
4	STREET POST-DIRECTIONAL	02	35– 36	
5	ADDRESS PRIMARY NUMBER	10	37– 46	
6	ADDRESS SECONDARY ABBR	04	47– 50	
7	ADDRESS SECONDARY NUMBER	08	51– 58	
8	MATCHED ZIP CODE	05	59– 63	
9	MATCHED PLUS 4	04	64– 67	
10	FILLER	113	68–180	

Reference numbers 1 through 7 are from the input address.
Reference numbers 8 and 9 are from the matched records.

5.10   In accordance with the License Agreement between USPS and X vendor, DSF^2 shall be used to validate legitimately obtained addresses only, and shall not be used for the purpose of artificially creating address lists. The written agreement between X vendor and Y customer shall also include this same restriction against using DSF^2 to artificially create address lists. Continuing use of DSF^2 requires compliance with all terms of the license agreement. If you believe this address was identified in error, please contact X vendor.

5.11   The Licensee shall capture addresses with a No-Stat flag that do not result from a default-level match and submit them to USPS for review. See record layout for the 9-digit ZIP+4 Code and the associated primary and secondary address values that produced the No-Stat value. The report should only be sent for high-rise exact records that have a No-Stat flag (see example #1 and #2) and confirmed S records that are flagged as No-Stat and have no associated high-rise records at the same primary address (see examples 3 and 4).

Example 1

Input = 102 Main St Apt B

- DSF^2 reports 102 Main St Apt B is a No-Stat record.
- 38119-1236 has DPV confirmed.
- Since the address is not a default record, it should be reported.

Example 2

Input = 102 Main St Apt C

- DSF^2 reports 102 Main St Apt C is a No-Stat record.
- 38119-1235 has DPV confirmed.
- Since the address matched to the high-rise default record in ZIP+4, it should not be reported.

No Stat	Default	ZIP Code	Rec Type	CRID	STREET	Primary Low/High	Sec Abbrev.	Sec No.	ZIP+4 Low/High
X	X	38119	S	C001	Main	100-198			1234-1234
X	X	38119	H	C001	Main	102-102			1235-1235
		38119	H	C001	Main	102-102	Apt	A	1236-1236
X		38119	H	C001	Main	102-102	Apt	B	1236-1236

Example 3

Input = 104 Main St

- DSF^2 reports 104 Main St is a No-Stat record.
- 38119-1234 has DPV confirmed.
- Since there are associated high-rise records at the address, it should not be reported.

Example 4

Input = 116 Main St

- DSF^2 reports 116 Main St is a No-Stat record.
- 38119-1234 has DPV confirmed.
- Since there are no associated high-rise records at the address, it should be reported.

No Stat	Default	ZIP Code	Rec Type	CRID	STREET	Primary Low/High	Sec Abbrev.	Sec No.	ZIP+4 Low/High
X	X	38119	S	C001	Main	100-198			1234-1234
		38119	H	C001	Main	104-104	Apt	A	1236-1236
		38119	H	C001	Main	104-104	Apt	B	1236-1236

The layout for reporting No-Stats to USPS

Field Reference Numbers	Field Description	Logical Length	Relative Position From/Thru
1	ZIP Code	05	01-05
2	ZIP Add-on	04	06-09
3	Primary Number	10	10-19
4	Secondary Descriptor	04	20-23
5	Secondary Number	08	24-31
6	Filler	09	32-40

The Licensee must transfer a file containing the affected addresses from each address list to **dsf2nost@email.usps.gov**

5.12   Internet or Online Lookup System Restrictions

5.12.1   Where DSF^2 Licensed Materials are used in an online format, the information returned to the inquiring system shall be limited to the following address elements only:

5.12.1.1   Confirmation of whether the input address is a delivery

5.12.1.2   Confirmation of whether the input address is a CMRA location

5.12.2   No online inquiry system, regardless of inquiry origination, shall provide the extended address attributes listed in paragraph 2.1 in the definitions section of the DSF^2 License Agreement.

5.12.3   Where DSF^2 Licensed Materials are used in an online interface environment, the host DSF^2 Licensee shall design the interface to prevent unauthorized access from anonymous sources. Licensees providing online inquiry capability shall know their end-users and shall not respond to inquiries from unknown users.

5.12.4   In the implementation of DSF^2 Licensed Materials in an online environment, the DSF^2 Licensee shall take all steps necessary to prevent the potential misuse of the DSF^2 Licensed Materials from users attempting to automate the submission of addresses to the online inquiry system in a simulated manual-entry mode. Licensees shall have a management process to monitor the volume of inquiries made through their online system interface and validate that no obvious simulation of manual entry is occurring.

5.12.5 Performance statistics shall separately identify inquiries made via an online inquiry mode versus the batch processing mode within the Statistic Report dataset (Figure 1). The Licensee shall accumulate all online inquiry statistics by customer during a calendar month and report as one transaction record in the Statistics Report.

6.0 QUALITY STANDARDS AND TESTING CRITERIA

6.1 DSF^2 is subject to periodic audit and evaluation by USPS to verify the Licensee's process and adherence to the conditions of the DSF^2 License Agreement. All audit files must be processed through the same DSF^2 system used for customer processing.

6.2 USPS will test the Licensee's processing system with a series of known and unknown delivery points to validate the Licensee's ability to correctly query the DPV and address attribute hash tables.

6.3 The audit test will also verify the statistics capture process and the gatekeeping functionality of the interface.

6.4 This testing will be performed annually or whenever significant changes occur in any software component used within the ZIP+4 or DSF^2 processes. Licensee shall not make any change in the DSF^2 Licensed Service processing environment without retest by USPS prior to Licensee's implementation or use in a production environment.

6.5 Upon validation of the results of the output test client file, the Licensee will receive official notification of the audit results and USPS approval to commence or continue provision of DSF^2 Licensed Service processing.

7.0 SERVICE EXPECTATIONS

7.1 DSF^2 Licensed Service Provider

Consistent with USPS expectations to provide a quality product, it is necessary for the Licensee to provide DSF^2 Licensed Service processing in a timely manner to reduce undeliverable-as-addressed mail. In the case where the Licensee has chosen to provide DSF^2 Licensed Service for itself or its customer, the resulting business arrangement to perform or provide DSF^2 Licensed Service processing shall constitute a binding agreement to adhere to the license requirements by both the Licensee and the customer.

7.1.1 The Licensee must process and return all customer mailing address list files within seven (7) business days of receipt unless a longer period is specified by the customer in writing. Business days are defined as Monday through Friday, excluding national holidays.

7.1.2 For each address submitted by a customer, the Licensee must be able to return the following output on the medium per customer specifications:

7.1.2.1 Each original mailing address as it was presented

7.1.2.2 The standardized address appended with the correct ZIP+4/DPC, other postal values requested by the customer, and any other intelligence flags or footnotes that result from the CASS processing segment.

7.1.2.3 For each mailing address for which there is a match to the DSF^2 hash table as defined in this document, the Licensee shall be capable of providing each of the standard footnote codes as listed in Figure 2 and each of the standard information fields listed in Figure 3. The Licensee shall assign all applicable standard footnote codes and standard information fields as appropriate.

7.1.2.4 For each mailing address for which there is not a match to the DSF^2 hash table, the Licensee shall return all elements as appropriate in paragraph 7.1.2.2 as well as any standard footnote codes in Figure 2 that may be appropriate.

7.1.2.5 If the customer's list is being processed for walk-sequence information, the Licensee must use eLOT to get the walk sequence number, per paragraph 11.0 eLOT in the Interface Developer Guide.

7.1.3 The Licensee may charge the mailer a reasonable fee for this service.

7.1.4 The Licensee must maintain the service expectation at 98 percent of a monthly-evaluated cycle as prescribed in paragraph 7.1.1 above.

7.1.5 In the event that a problem is identified by USPS that is related to the Licensee's DSF^2 process, USPS will, at its sole discretion, direct Licensee to correct the problem, and/or USPS may exercise the suspension or termination provisions of the license, as it deems appropriate by the situation.

7.1.6 The Licensee must provide each customer wishing to subscribe to the service, at the Licensee's expense, with a DSF^2 Licensed Service product/service fact sheet which has been reviewed and approved by USPS that explains the service in detail. The fact sheet shall clearly and conspicuously state that the price at which the DSF^2 services are offered are not established, controlled or approved by USPS or the United States Government.

7.1.7 Licensee customers who receive the DSF^2 Licensed Service for the purpose of obtaining the USPS walk-sequence discounts will be provided the following report by the Licensee:

SAMPLE REPORT 1

(LICENSEE NAME)

*SITE LOCATION: _____

DSF^2 LICENSED SERVICE DELIVERY SEQUENCE INVOICE DOCUMENTATION

_____ has been provided DSF^2 Licensed Service on _____ (DATE) _____ for the following routes:

(MAILER'S NAME)

ZIP CODE (NOTE 1)	CARRIER ROUTE (NOTE 2)	TOTAL ACTIVE DELIVERIES (NOTE 3)	TOTAL RESIDENTIAL DELIVERIES (NOTE 4)	TOTAL PIECES SEQUENCED		(%) ACTIVE DELIVERIES (NOTE 6)	(%) RESIDENTIAL (NOTE 7)	**QUALIFYING DISCOUNTS (NOTE 8)			
				CRRT (NOTE 5)	RES (NOTE 5A)			A	B	C	D
12345	C001	100	80	75	73	75	91	Y	N	Y	Y
12345	C002	300	200	175	170	58	85	Y	Y	N	N
12345	B001	1000	900	875	870	88	97	Y	Y	Y	Y
12345	R001	200	200	9	9	5	5	N	N	N	N

*NOTE: Licensees with multiple sites must provide full reporting for each installation

**QUALIFYING DISCOUNTS:

A = Carrier Route Discount
B = 125 Walk Sequence
C = 90% Residential Saturation Discount
D = 75% Total Active Saturation Discount

7.2 Instructions for completing the DSF^2 Licensee Sequence Invoice Documentation (see sample report for appropriate notes).

7.2.1 The DSF^2 Licensee Sequence Invoice Documentation may be provided on the customer's tape or on hardcopy, as specified by the customer.

7.2.2 To properly complete the DSF^2 Delivery Sequence Report, Licensees will be required to present address files through the eLOT process in addition to retrieving data from the Delivery Statistics File.

Note 1	This column contains the 5-Digit Scheme ZIP Code.
Note 2	This column contains the Scheme Carrier Route.
Note 3	This column contains figures that are the sum of all active deliveries for the Carrier Route indicated in Note 2 according to the Delivery Statistics File. Active deliveries include residential, business, and PO Box addresses.
Note 4	This column contains figures indicating the total of all active residential deliveries for the Carrier Route shown in Note 2 according to the Delivery Statistics File.
Note 5	This column contains figures in Note 5 which represent the total number of input deliveries for the Carrier Route shown in Note 2 according to the Delivery Statistics File and 5a which is the total residential pieces sequenced.
Note 6	The figures in column 6 are calculated by dividing the column/row figure in column 5 (Note 5) by the column/row figure in column 3 (Note 3) and multiplying by 100. ((Note 5/ Note 3) * 100)
Note 7	The figure in column 7 is calculated by dividing the column/row figure in column 5a (Note 5) by the column/row figure in column 4 (Note 4) and multiplying by 100. (Note 5a/Note 4) * 100)
Note 8	**QUALIFYING DISCOUNTS**

A   To qualify for the Carrier Route Discount, a mailer must have 10 or more deliveries per carrier. If the column/row figure shown in column 5 (Note 5) is equal to or greater than 10, enter Y in this section. If the column/row figure shown in column 5 (Note 5) is less than 10, enter N.

B   To qualify for the 125-Piece (High Density) Walk-Sequence Discount, a mailer must have 125 or more deliveries per carrier. If the column/row figure shown in column 5 (Note 5) is equal to or greater than 125, enter Y in this section. If the column/row figure shown in column 5 (Note 5) is less than 125, enter N.

C   To qualify for the Saturation Walk-Sequence Discount, the mailing must contain 90 percent or more of the total residential deliveries per carrier or 75 percent or more of the total active deliveries per carrier, whichever is less. If the percentage calculated for column/row 7 (Note 7) is 90 percent or more then enter Y in column/row 8C (Note 8). If the percentage in column/row 7 (Note 7) is less than 90 percent, enter N in column/row 8C (Note 8).

D   To qualify for the Saturation Walk-Sequence Discount, the mailing must contain 90 percent or more of the total residential deliveries per carrier or 75 percent or more of the total active deliveries per carrier, whichever is less. If the percentage calculated for column/row 6 (Note 6) is 75 percent or more then enter Y in column/row 8D (Note 8). If the percentage in column/row 7 (Note 7) is less than 75 percent, enter N in column/row 8D (Note 8).

Figure 1
Statistics Report File Layout

Ref #	Field	Size	Example	Field Begin	Field End
1	DSF2 Licensee Name	Pic x (40)	OmniFax	1	40
2	DSF2 License Number	Pic x (04)	1234	41	44
3	Year/Month/Day Report Date	Pic 9 (08)	20010912	45	52
4	Year/Month/Day Customer File Received	Pic 9 (08)	20010901	53	60
5	Year/Month/Day Customer File Processed	Pic 9 (08)	20010903	61	68
6	Filler	Pic x (10)		69	78
7	Access Mode	Pic x (01)	B	79	79
8	O – Online Inquiry Processing				
9	B – Batch Processing				
10	Customer Name	Pic x (40)	National Geographic	80	119
11	Customer Tax Identification Number (TIN)	Pic x (12)	123456789012	120	131
12	NAICS (North American Industry Classification System)*	Pic x (06)	442299	132	137
13	Customer Number	Pic x (06)	123456	138	143
14	Filler	Pic x (20)		144	163
15	Total Records Presented	Pic 9 (09)	1000000	164	172
16	Total LACS indicated	Pic 9 (09)		173	181
17	Total ZIP+4 Coded	Pic 9 (09)	996378	182	190
18	Street (S) records Coded	Pic 9 (09)	614112	191	199
19	Street record LACS indicated	Pic 9 (09)		200	208
20	High Rise (H) records Coded	Pic 9 (09)	208054	209	217
21	High Rise record LACS indicated	Pic 9 (09)		218	226
22	PO Box (P) records Coded	Pic 9 (09)	151529	227	235
23	PO Box record LACS indicated	Pic 9 (09)		236	244
24	RR/HC (R) records Coded	Pic 9 (09)	22468	245	253
25	RR/HC record LACS indicated	Pic 9 (09)		254	262
26	Firm (F) records Coded	Pic 9 (09)	0	263	271
27	General Delivery Coded	Pic 9 (09)	215	272	280
28	Total Records DP Validated	Pic 9 (09)	993796	281	289
29	Street (S) records Validated	Pic 9 (09)	612656	290	298
30	CMRA Presented	Pic 9 (09)		299	307
31	CMRA Validated	Pic 9 (09)	46	308	316
32	Drop Presented	Pic 9 (09)		317	325
33	Drop Validated	Pic 9 (09)	6194	326	334
34	Business Presented	Pic 9 (09)		335	343
35	Business Validated	Pic 9 (09)	94391	344	352
36	Throwback Presented	Pic 9 (09)		353	361
37	Throwback Validated	Pic 9 (09)	5986	362	370
38	Seasonal Presented	Pic 9 (09)		371	379
39	Seasonal Validated	Pic 9 (09)	6054	380	388
40	Seasonal/Educational Presented	Pic 9 (09)		389	397
41	Seasonal/Educational Validated	Pic 9 (09)	92	398	406

*For more information on NAICS refer to http://www.census.gov/epcd/naics/

Figure 1 (continued)

Ref #	Field		Size	Example	Field Begin	Field End
42		Vacant Presented	Pic 9 (09)		407	415
43		Vacant Validated	Pic 9 (09)	36532	416	424
44		Curb Presented	Pic 9 (09)		425	433
45		Curb Validated	Pic 9 (09)	335138	434	442
46		NDCBU Presented	Pic 9 (09)		443	451
47		NDCBU Validated	Pic 9 (09)	91132	452	460
48		Central Presented	Pic 9 (09)		461	469
49		Central Validated	Pic 9 (09)	133150	470	478
50		Door Slot Presented	Pic 9 (09)		479	487
51		Door Slot Validated	Pic 9 (09)	263256	488	496
52		No-Stat Presented	Pic 9 (09)		497	505
53		No-Stat Validated	Pic 9 (09)	19577	506	514
54	High Rise (H) records Validated		Pic 9 (09)	207342	515	523
55		CMRA Presented	Pic 9 (09)		524	532
56		CMRA Validated	Pic 9 (09)	42	533	541
57		Drop Presented	Pic 9 (09)		542	550
58		Drop Validated	Pic 9 (09)	208	551	559
59		Business Presented	Pic 9 (09)		560	568
60		Business Validated	Pic 9 (09)	22809	569	577
61		Throwback Presented	Pic 9 (09)		578	586
62		Throwback Validated	Pic 9 (09)	530	587	595
63		Seasonal Presented	Pic 9 (09)		596	604
64		Seasonal Validated	Pic 9 (09)	2762	605	613
65		Seasonal/Educational Presented	Pic 9 (09)		614	622
66		Seasonal/Educational Validated	Pic 9 (09)	84	623	631
67		Vacant Presented	Pic 9 (09)		632	640
68		Vacant Validated	Pic 9 (09)	5707	641	649
69		Curb Presented	Pic 9 (09)		650	658
70		Curb Validated	Pic 9 (09)	11163	659	667
71		NDCBU Presented	Pic 9 (09)	0	668	676
72		NDCBU Validated	Pic 9 (09)	37075	677	685
73		Central Presented	Pic 9 (09)		686	694
74		Central Validated	Pic 9 (09)	121485	695	703
75		Door Slot Presented	Pic 9 (09)		704	712
76		Door Slot Validated	Pic 9 (09)	24175	713	721
77		No-Stat Presented	Pic 9 (09)		722	730
78		No-Stat Validated	Pic 9 (09)	13443	731	739
79	PO Box (P) records Validated		Pic 9 (09)	151316	740	748
80		Business Presented	Pic 9 (09)		749	757
81		Business Validated	Pic 9 (09)	28128	758	766
82		Vacant Presented	Pic 9 (09)		767	775
83		Vacant Validated	Pic 9 (09)	15581	776	784
84	Filler		Pic x (08)		785	792
85	RR/HC (R) records Validated		Pic 9 (09)	22267	793	801
86		CMRA Presented	Pic 9 (09)		802	810
87		CMRA Validated	Pic 9 (09)	0	811	819

Figure 1 (continued)

Ref #	Field	Size	Example	Field Begin	Field End
88	Drop Presented	Pic 9 (09)		820	828
89	Drop Validated	Pic 9 (09)	95	829	837
90	Business Presented	Pic 9 (09)		838	846
91	Business Validated	Pic 9 (09)	369	847	855
92	Throwback Presented	Pic 9 (09)		856	864
93	Throwback Validated	Pic 9 (09)	33	865	873
94	Seasonal Presented	Pic 9 (09)		874	882
95	Seasonal Validated	Pic 9 (09)	105	883	891
96	Seasonal/Educational Presented	Pic 9 (09)		892	900
97	Seasonal/Educational Validated	Pic 9 (09)	0	901	909
98	Vacant Presented	Pic 9 (09)		910	918
99	Vacant Validated	Pic 9 (09)	591	919	927
100	Curb Presented	Pic 9 (09)		928	936
101	Curb Validated	Pic 9 (09)	16220	937	945
102	NDCBU Presented	Pic 9 (09)		946	954
103	NDCBU Validated	Pic 9 (09)	861	955	963
104	Central Presented	Pic 9 (09)		964	972
105	Central Validated	Pic 9 (09)	126	973	981
106	Door Slot Presented	Pic 9 (09)		982	990
107	Door Slot Validated	Pic 9 (09)	914	991	999
108	No-Stat Presented	Pic 9 (09)		1000	1008
109	No-Stat Validated	Pic 9 (09)	4145	1009	1017
110	Firm (F) records Validated	Pic 9 (09)	0	1018	1026
111	CMRA Presented	Pic 9 (09)		1027	1035
112	CMRA Validated	Pic 9 (09)	0	1036	1044
113	Drop Presented	Pic 9 (09)		1045	1053
114	Drop Validated	Pic 9 (09)	0	1054	1062
115	Business Presented	Pic 9 (09)		1063	1071
116	Business Validated	Pic 9 (09)	0	1072	1080
117	Throwback Presented	Pic 9 (09)		1081	1089
118	Throwback Validated	Pic 9 (09)	0	1090	1098
119	Seasonal Presented	Pic 9 (09)		1099	1107
120	Seasonal Validated	Pic 9 (09)	0	1108	1116
121	Seasonal/Educational Presented	Pic 9 (09)		1117	1125
122	Seasonal/Educational Validated	Pic 9 (09)	0	1126	1134
123	Vacant Presented	Pic 9 (09)		1135	1143
124	Vacant Validated	Pic 9 (09)	0	1144	1152
125	Curb Presented	Pic 9 (09)		1153	1161
126	Curb Validated	Pic 9 (09)	0	1162	1170
127	NDCBU Presented	Pic 9 (09)		1171	1179
128	NDCBU Validated	Pic 9 (09)	0	1180	1188
129	Central Presented	Pic 9 (09)		1189	1197
130	Central Validated	Pic 9 (09)	0	1198	1206
131	Door Slot Presented	Pic 9 (09)		1207	1215
132	Door Slot Validated	Pic 9 (09)	0	1216	1224
133	No-Stat Presented	Pic 9 (09)		1225	1233

Figure 1 (continued)

Ref #	Field	Size	Example	Field Begin	Field End
134	No-Stat Validated	Pic 9 (09)		1234	1242
135	General Delivery Validated	Pic 9 (09)	215	1243	1251
136	Filler	Pic x (08)		1252	1259
137	Total Primary No. Error	Pic 9 (09)		1260	1268
138	Street (S) records Primary Err	Pic 9 (09)		1269	1277
139	High Rise (H) records Primary Err	Pic 9 (09)		1278	1286
140	PO Box (P) records Primary Err	Pic 9 (09)		1287	1295
141	RR/HC (R) records Primary Err	Pic 9 (09)		1296	1304
142	Firm (F) records Primary Err	Pic 9 (09)		1305	1313
143	Total Secondary No. Error	Pic 9 (09)		1314	1322
144	Street (S) records Secondary Err	Pic 9 (09)		1323	1331
145	High Rise (H) records Secondary Err	Pic 9 (09)		1332	1340
146	Firm (F) records Secondary Err	Pic 9 (09)		1341	1349
147	Filler	Pic x (33)		1350	1382

Figure 2
Standard Footnotes

The following standard footnotes shall be provided to customers upon request:

AA   Input Address Matched to the ZIP+4 file
A1   Input Address Not Matched to the ZIP+4 file
BB   Input Address Matched to DPV (all components)
CC   Input Address Primary Number Matched to DPV but Secondary Number not Matched (present but invalid)
F1   Input Address Matched to a Military Address
G1   Input Address Matched to a General Delivery Address
N1   Input Address Primary Number Matched to DPV but Address Missing Secondary Number
M1   Input Address Primary Number Missing
M3   Input Address Primary Number Invalid
P1   Input Address RR, or HC Box number Missing
P3   Input Address PO, RR, or HC Box number Invalid
RR   Input Address Matched to CMRA and PMB designator present (PMB 123 or #123)
R1   Input Address Matched to CMRA but PMB designator not present (PMB 123 or #123)
U1   Input Address Matched to a Unique ZIP Code

****   No Delivery Type on Match
If you get a DPV confirm (BB) or (CC) Input Address Matched to DPV (all components) and no delivery type, you need to move (N1) Input Address Primary Number Matched to DPV but Address Missing Secondary Number to the footnote code, replacing BB or CC with N1.

DPV/DSF^{2} validates the address when there is a High-rise record missing from the database. If there are only records with secondary information and no High-rise default, DPV/ DSF^{2} will make a High-rise default record with no delivery type and validate that record. This will also be done on street records with secondary information but no default record in the database. This does not apply to PO Box records.

****   Move Y to the DPV return code and spaces to all other flags for footnotes F1, G1, and U1.

Figure 3
Standard Information

The following standard information fields shall be provided to customers upon their request:

Address Sort Sequence Number	Pic 9 (04)
Address No-Statistic Indicator	Pic X (01)
Delivery Point Business Indicator	Pic X (01)
Delivery Point CMRA Indicator	Pic X (01)
Delivery Point Drop Indicator	Pic X (01)
Delivery Point Residence Indicator	Pic X (01)
Delivery Point Seasonal Indicator	Pic X (01)
Delivery Point Seasonal/Educational Indicator	Pic X (01)
Delivery Point Vacant Indicator	Pic X (01)
Delivery Point Throwback Indicator	Pic X (01)
Delivery Type Code	Pic X (01)

       1   Curb
       2   NDCBU
       3   Central
       4   Door-slot

Drop Count	Pic 9 (03)
Locatable Address Conversion Indicator	Pic X (01)
Record Type Code	Pic X (01)

       S   Street
       H   High-rise
       F   Firm
       P   PO BOX
       R   Rural Route/Highway Contract
       G   General Delivery

Figure 4
How to know if a record is not a business (unknown or residential)

This record is **not a business** if:

    DPV Confirmation indicator is Y
    Not in the Business table
    Not a General Delivery
    Not in the No-Stat table

For further clarification

    If it is not a business, it is Unknown or Residential

It is **UNKNOWN** if:

    DPV confirmation indicator is Y
    Not in the Business table
    Can be in the No-Stat table (might not be)
    Delivery Type is blank

It is **RESIDENTIAL** if:

    DPV confirmation indicator is Y
    Not in the Business table
    Not a General Delivery
    Not in the No-Stat table
    Delivery Type is not blank